

SEQUENCE COMPLIANCE

New IFW Application (35 USC 111 and 371)	New Paper Application (Including PCT)	Mid Prosecution IFW or Paper Application (All)
Fill out routing Sheet: OIPE or for PCT/DO/EO Include serial number APPLICATION GOES BACK TO OIPE OR PCT/DO/EO	Fill out routing Sheet: OIPE or for PCT/DO/EO Include serial number APPLICATION GOES BACK TO OIPE (Utility applciations) OR PCT/DO/EO (371 applications) OR PCT OPS (PCT applications)	Examiner prepares Notice To Comply, Letter re: noncompliance & count sheet Include serial number APPLICATION DOES NOT GO BACK TO OIPE, PCT/DO/EO NOR PCT
Fill out Comment sheet (typed) Include serial number No stamp and no signature	Fill out Comment sheet (typed) Include serial number No stamp and no signature	SPE or Primary Examiner reviews, stamps, and signs two (2) copies of letter (paper application) or one (1) copy for IFW application.
SPE stamps and initials routing sheet	SPE stamps and initials routing sheet	SPE/Primary/Examiner delivers two (2) copies to LIE for counting and mailing
Stamped Routing Sheet and Comment sheet go in right side of RED Action Folder	Stamped Routing Sheet and Comment sheet go in paper application	LIE counts and has action mailed
SPE or Examiner delivers to Group Director's Secretary Gwen Payne	SPE or Examiner delivers to Group Director's Secretary Gwen Payne	Notice to Comply sent from TC
Group Director's Secretary enters ROIPE transaction and turns in for scanning with Scanning sheet	Group Director's Secretary enters ROIPE transaction and paper application is returned to OIPE or PCT/DO/EO	
Scanning triggers auto message to OIPE	OIPE sends Notice to Comply	
OIPE sends Notice to Comply		